

**MINUTES OF THE CITY OF JONESTOWN PLANNING & ZONING COMMISSION  
REGULAR MEETING HELD JUNE 2, 2021, 7:30 P.M., AT THE CITY COUNCIL  
CHAMBER, 18649 FM 1431, SUITE 3-A, JONESTOWN, TEXAS**

Vacant, Chair (Place 1) Tony Macina, Vice Chair (Place 4)	Brenda Sies (Place 2) Stephan Ambrose (Place 3) Tom Grant (Place 5)	Melody Gayeski (Alternate 1) Alyssa Kline (Alternate 2)
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**ITEMS OPENING MEETING**

**1. CALL TO ORDER**

**VICE CHAIR TONY MACINA**

Vice Chair Macina called the meeting to order at 7:32 p.m.

**2. ROLL CALL**

**SECRETARY**

Present: Commissioners Macina, Sies, Ambrose, Grant, Gayeski, Kline

Staff present: City Administrator Jones, Development Services Director Jolly, Permit Technicians Stephanie Bayless and Cameron Arceneaux.

**3. APPROVAL OF MINUTES**

May 5, 2021, regular meeting

May 27, 2021, joint workshop with City Council

Commissioners noted two corrections required for the May 5, 2021 regular meeting minutes. A motion was made by Commissioner Grant and seconded by Commissioner Gayeski to approve the minutes of May 5, 2021 with corrections and the minutes of the May 27, 2021 joint workshop with City Council. The motion carried unanimously.

**4. CITIZENS COMMUNICATION**

Commissioner Grant spoke to recognize Ann Yakimovicz's 10 years of service on the Planning and Zoning Commission and appreciation for the many accomplishments made under her leadership. There were no other citizens communications.

**GENERAL BUSINESS AND ACTION ITEMS:**

- 5. a. PUBLIC HEARING to receive public input and consider a request by The Hollows on Lake Travis, LLC, being the owners of 154.689 acres of land located in the J.F. Carlton Survey No. 102, Abstract No. 2511, in Travis County, Texas, described by Deed of Record in Document No. 2018024745 Official Public Records, Travis County, Texas, for approval of a Preliminary Plat to subdivide 54.44 acres of land to be known as "The Hollows Sanctuary South" into eighty-one (81) single family lots and four (4) non-residential lots, located entirely within Tract D off Destination Way, Jonestown, Texas.**

Robert Long, Project Manager of The Hollows on Lake Travis LLC was present to answer any questions regarding Phase 1 of the Hollows Sanctuary South. He stated The Hollows

Sanctuary South is being subdivided in two phases with Phase 1 consisting of twenty-eight (28) 85-ft. wide lots with paired driveways for every two lots to save trees and provide safer access. The lots would be comparable to lots directly across Destination Way. Commissioner Gayeski asked if the subdivision would be dark sky compliant, and Commissioner Grant responded that he serves on The Hollows Architectural Review Board and they are keen to ensure dark sky compliant lighting for all properties. There being no other citizens wishing to speak, Vice Chair Macina closed the public hearing.

**b. Discussion and possible action on a recommendation to City Council regarding the above request by The Hollows on Lake Travis, LLC, for approval of a Preliminary Plat to subdivide 54.44 acres of land to be known as "The Hollows Sanctuary South" into eighty-one (81) single family lots and four (4) non-residential lots, located entirely within Tract D off Destination Way, Jonestown, Texas.**

Commissioner Gayeski motioned to recommend to City Council approval of The Hollows Sanctuary South Phase 1 preliminary plat which will subdivide a portion of Tract D off Destination Way into twenty-eight (28) 85-ft. wide single-family lots. The motion was seconded by Commissioner Grant, and it passed unanimously.

6. **a. PUBLIC HEARING to receive public input and consider a request by Jonestown Development LLC for approval of a site development plan for construction of two retail buildings, parking spaces and two bioretention ponds on a 9.681 acre site for property located at 18220 FM 1431, (Lot 8 Lone Mountain Ranch Subdivision), Jonestown, Texas.**

**b. Discussion and possible action on a recommendation to City Council regarding the above request by Jonestown Development LLC for approval of a site development plan for construction of two retail buildings, parking spaces and two bioretention ponds on a 9.681 acre site for property located at 18220 FM 1431, (Lot 8 Lone Mountain Ranch Subdivision), Jonestown, Texas.**

*THE APPLICANT HAS REQUESTED THAT THE ABOVE HEARING AND ACTION BE POSTPONED UNTIL THE JULY MEETING.*

7. **a. PUBLIC HEARING on an ordinance amending the Jonestown Code of Ordinances, Chapter 14, "Zoning Ordinance," Article 14.02, Division 2 "Zoning Districts and Regulations", Section 14.02.081(b)(14)(A-C) Conditional Use Permits to delete provisions related to Conditional Use Permits for climate-controlled storage facility.**

There being no citizens wishing to be heard, Vice Chair Macina closed the public hearing.

**b. Discussion and possible action on a recommendation to City Council regarding an ordinance amending the Jonestown Code of Ordinances, Chapter 14, "Zoning Ordinance," Article 14.02, Division 2 "Zoning Districts and Regulations", Section 14.02.081(b)(14)(A-C) Conditional Use Permits to delete provisions related to Conditional Use Permits for climate-controlled storage facility.**



Following discussion, Commissioner Sies motioned to recommend to Council to approve an ordinance amending the Chapter 14 Zoning Ordinance, Section 14.02.081(b)(14)(A-C) Conditional Use Permits to delete provisions related to Conditional Use Permits for climate-controlled storage facilities. The motioned was seconded by Commissioner Kline and passed unanimously.

**8. Discussion of building height limitations in R-1 and B-1 zoning districts.**

Commissioners reviewed and discussed amending the Jonestown Code of Ordinances, Chapter 14 Zoning, Section 14.02.061, Charts 1, 2 and 3. In Chart 1, they recommended changing height limits for zoning districts R-1/M-1 from 35-ft. to 28-ft. and for zoning districts O, B-1, and B-2 from 48-ft. to 35-ft. Commissioners questioned Note 4 reference to Chart 1 and stated it should be codified as a new paragraph. In Chart 2, the height limits for Zoning District O, B-1, and B-2 should change from 48-ft. to 35-ft. A note should be added to each chart that these new height limits pertain only to new building construction after the adoption of this ordinance. There were no suggested changes to Charts 3 and 4.

**9. Discussion on amending the City of Jonestown Code of Ordinances, Chapter 3 Building Regulations, Article 3.09 Signs.**

City staff has worked with the City Attorney to amend the City's sign ordinance to delete sections specific to "content" and address other sections to comply with State law. Commissioners discussed the proposed changes and made several recommendations to staff to improve clarification. A sign control board outlined in the local government code was also discussed. Commissioners directed city staff to prepare a draft ordinance amendment for review at the next meeting.

**10. Discuss amending the City of Jonestown Code of Ordinances, Chapter 14 Zoning, Sec. 14.02.005 and Sec. 14.02.078 to add definitions and criteria for boat docks.**

Commissioners reviewed and discussed additional definitions and criteria for ordinances pertaining to boat docks. They directed City staff to prepare a draft ordinance for the next meeting reflecting their recommended changes to item 10 listed under criteria for boat docks.

**11. Update from staff on current department activities.**


Commissioners were provided an update on residential permitting, code enforcement, and new businesses considering Jonestown, several who are in the permitting process.

**12. ADJOURNMENT**

Commissioner Sies moved to adjourn the meeting, seconded by Commissioner Ambrose. The motion carried unanimously. Vice Chair Macina adjourned the meeting at 8:43 p.m.

**PASSED AND APPROVED AT A MEETING HELD ON JULY 7, 2021.**



  
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Melody Gayeski, Chair

**ATTEST:**

  
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Rachel Austin, City Secretary